



County Probation and Parole Officers' Firearm Education and Training Commission (FETC)

REGULAR COMMISSION MEETING MINUTES

January 11, 2018, 9:00 am

Toftrees Golf Resort & Conference Center, One Country Club Lane
State College, PA 16803

The following Commissioners and other individuals were present:

Chairman Keith Graybill
Commissioner Michelle Beaver
Commissioner Chad Libby
Commissioner Russell Shurtleff

Executive Director Joe MacLaughlin
John Manning, Legal Advisor (PBPP)
Tom Dougherty, Advisor
Helene Placey, Advisor
Eric Burkholder, Curriculum Committee
Chairman
Joe Lamphere, Guest
Ian Rowles, Recorder (PBPP)

Those not in attendance:

Commissioner Erik Christensen
Commissioner Tim Heitzman
Commissioner Larry Maggi

Greg Young, Advisor (PBPP)

1. Call to Order and the Pledge of Allegiance

- Chairman Graybill announced there was a guest attending this meeting, Joe Lamphere from Precision Weapons and Tactics.

2. Review and approval of the Minutes of the previous meeting

MOTION: 1801:01

Commissioner Libby made a motion to approve the minutes from the November 2, 2017 Firearms Education and Training Commission meeting.

Commissioner Beaver seconded.

Motion carried by unanimous voice vote.

3. Announcements and Reports

Chairman Graybill

- Chairman Graybill announced that former advisor Bob McCullough wasn't able to attend this meeting, but his plaque is ready to be presented to him.
- Chairman Graybill has been in touch with the Office of Public Liaison due to the vacancy on the Commission. Mr. Graybill reached out to one of the candidates they suggested to answer questions that person had.
- Chairman Graybill noted that the other Commissioners are good with their terms of reappointments.

Executive Director MacLaughlin

- Executive Director MacLaughlin stated that all of the Probation Officers have met the correct certification expiration dates, through training or petitions.
- Executive Director MacLaughlin stated the schedule for the 2018 Basic Training Academy schedule has been released for both students and instructors. The schedule for the CFI Training course has also been released and are currently receiving sign ups.

4. Reports of Officers and Standing Committees

- The Curriculum Committee Chairman Eric Burkholder represented the Curriculum Committee at the meeting to discuss with the commission what was mentioned at their meeting.
- Committee Chairman Burkholder mentioned that on January 9, 2018 they ran a Course 7 Train-The-Trainer. The training had 18 officers in attendance and the committee stated the training went well.
- Committee Chairman Burkholder stated there is starting to be a lack of consistency within Curriculum Committee members currently and that they would like to add on a couple more members. With more members it means more of the committee can show up to trainings and meetings.
- Committee Chairman Burkholder shared with the Commission that individuals have already reached out to Executive Director MacLaughlin with interest in joining the committee. He plans on sending out information to each of the individuals to gather and bring back to the Committee so they can decide who to select.
- Chairman Libby mentioned when reaching out to each individual that the county chief should also be informed, since they should be aware it can be a rather large time commitment.
- Committee Chairman Burkholder stated that the committee looked at the Simunition® training course. The committee would like to change the name since Simunition® gear can be more expensive than other options. The committee would also like to change the name to "force on force training". That way officers that have force on force training certifications can also assist.
- Committee Chairman Burkholder mentioned that those officers with force on force training, despite being able to assist, wouldn't be able to lead the course. That would still require an instructor who attended the Course 5 Train-The-Trainer and are also a Master Instructor.
- Committee Chairman Burkholder stated the safety requirements would have to follow the same safety requirements set forth by the manufacturer of the equipment used, whether

that be Simunition®, airsoft, UFX or other force on force rounds. Regulations from the Commission would also have to be followed.

- Committee Chairman Burkholder stated it would only change the name from Simunition® everywhere in the course, and ultimately keep the curriculum for the course the same.
- Commissioner Libby shared his opinion on the importance of force on force training and how Dauphin County runs multiple force on force trainings every year. It shows a tremendous benefit in their officers' skills.
- Commissioner Libby stated that Simunition® can become very expensive since officers need special trainings, a correct Simunition® approved site would need to be found plus the equipment itself can become expensive. Changing the name to make it easier for counties to run can be a great benefit going forward.
- Committee Chairman Burkholder mentioned it could be easier to find bidders for the course in the contract as well since it will be cheaper overall.
- Committee Chairman Burkholder stated the name Simunition® would be removed from the course entirely, to avoid any confusion and making sure the officers don't think they are Simunition® trained.

MOTION 1801:02

Commissioner Libby made a motion to change Course 5, Simunition® training to “Force on Force Training” and for the Curriculum Committee to provide a revised course description for the Commission to consider.

Commissioner Beaver seconded.

- Commissioner Shurtleff asked the intent of the motion, on if it can be bid out to the vendors or only run in-house.
 - Commissioner Libby responded that the course would have to be approved first, and then decide on the next steps later
- Motion carried by unanimous voice vote.
- Committee Chairman Burkholder shared that the Curriculum Committee discussed and changed the pistol questionnaire, due to many of the answers being “does not apply” due to firearms changing.
 - Committee Chairman Burkholder stated that during Train-The-Trainer trainings it could be more beneficial to be a day and a half instead of a day. The training isn't as rushed and more information can get across. If approved, the county would have to provide the students they send with a hotel room and other expenses if need be.
 - Committee Chairman Burkholder shared the potential schedule for the Train-The-Trainer courses for the rest of the year, all taking place before the Curriculum Committee meeting. Course 7 on March 6, Course 8 on May 8, Course 4 on July 10, Course 3 on September 17, Course 5 on November 13.

MOTION 1801:03

Commissioner Shurtleff made a motion to increase the Curriculum Committee Train-The-Trainer courses for courses 3, 8, 7 and 5 to one and a half days effective immediately.

Commissioner Libby seconded.

Motion carried by unanimous voice vote.

- Committee Chairman Burkholder mentioned that the statistic numbers for many of the courses change so frequently that the data in the manuals can sometimes be obsolete. The Curriculum Committee suggested removing all of the statistics from the Powerpoint and tests so that isn't a problem going forward.
- Committee Chairman Burkholder also stated that the Curriculum Committee is making changes to the Course 3 and they will be provided at a later date so the Commission can view the changes and vote on their approval.

BREAK - Eleven minute break (10:08 – 10:19 am)

5. New Business

Petition for Extension/Waiver

Brandi Hooper (Henning) – Dauphin County Adult and Juvenile Probation

Lora Lane – Beaver County Adult Probation

Hannah MacLaughlin – Fayette County Adult Probation

James Robbins – Dauphin County Adult and Juvenile Probation

Christine Sheaffer – Cumberland County Adult Probation

- Executive Director MacLaughlin mentioned all of their proper documentations were received by FETC.

MOTION: 1801:04

Commissioner Shurtleff made a motion to grant the petition for extension for the dates requested for Brandi Hooper (Henning) until April 16, 2018. Lora Lane until May 21, 2018. Hannah MacLaughlin until June 29, 2018. James Robbins until March 11, 2018 and Christine Sheaffer until June 1, 2018.

Commissioner Beaver seconded.

Commissioner Libby abstained.

Motion passed by voice vote.

Request for Initial CFI Status

Travis Pezzuto – Lehigh County Adult Probation

Colin Sargent – Greene County Adult and Juvenile Probation

- Executive Director MacLaughlin mentioned all of their proper training documentation were received by FETC.

MOTION: 1801:05

Commissioner Libby made a motion to approve the request for initial CFI status for Travis Pezzuto of Lehigh County Adult Probation and Colin Sargent of Greene County Adult and Juvenile Probation.

Commissioner Shurtleff seconded.

Motion carried by unanimous voice vote.

Request for Renewal of CFI Status

Robert Baylor – Dauphin County Adult and Juvenile Probation
Jordan Dananay– Butler County Adult and Juvenile Probation
Stephen Esswein – Allegheny County Adult Probation
Christopher Franceschi – Armstrong County Adult and Juvenile Probation
Scott Kerstetter – Union County Adult and Juvenile Probation
Naaman Morris – Union County Adult and Juvenile Probation
Adam Oakes – Jefferson County Adult and Juvenile Probation
Jodi Pugh (Mershimer) – Butler County Adult and Juvenile Probation
Shane Schmeckenbecher – Lehigh County Adult Probation
Jerry Spiegel – Lackawanna County Adult Probation
Tracy Veri – Butler County Adult and Juvenile Probation

- Executive Director MacLaughlin mentioned all of their proper training documentation were received by FETC.

MOTION: 1801:06

Commissioner Beaver made a motion to approve the renewal of CFI status for Robert Baylor, Jordan Dananay, Stephen Esswein, Christopher Franceschi, Scott Kerstetter, Naaman Morris, Adam Oakes, Jodi Pugh, Shane Schmeckenbecher, Jerry Spiegel and Tracy Veri.

Commissioner Shurtleff seconded.

Commissioner Libby abstained.

Motion passed by voice vote.

6. Executive Session

There was not an executive session during this meeting.

7. Election of Officers

- Chairman Graybill turned the meeting over to the Teller Committee, which is made up by Advisors Helene Placey and Tom Dougherty to proceed with the elections.
- Ballots for the nomination of Chairman were distributed, collected and tallied. Advisor Dougherty announced that Chairman Graybill was the only nominee for the Chairman position.
- Ballots for the nomination of Vice-Chairman were distributed to the Commissioners, collected and tallied. Advisor Dougherty announced that Commissioner Christensen was the only nominee for the Vice-Chairman position.
- Chairman Graybill accepted the nomination, and Commissioner Christensen was not in attendance to oppose the nomination.
- Ballots for the election of Chairman and Vice-Chairman were distributed, then collected and tallied. Advisor Dougherty announced that Chairman Graybill was re-elected as Chairman and Commissioner Christensen was re-elected as Vice-Chairman of the Commission.

8. Public Comment and Questions

- Joe Lamphere, Owner and Operator of Precision Weapons and Tactics wanted to discuss a couple of topics.
- Mr. Lamphere stated that PWT have currently run 32 classes and they only run courses 3,4 and 8.
- Mr. Lamphere stated how he has an advantage when teaching due to himself being from the outside of the normal trainings. He can share different mindsets than normal FETC CFI's.
- Mr. Lamphere suggested more ways to help the CFI's become better instructors and make them more accountable. Mr. Lamphere stated that a lot of instructors are just coaching instead of actual instructing.
- Mr. Lamphere mentioned that possibly teaching a medical course could be beneficial going forward by showing tourniquet techniques, etc.
- Mr. Lamphere thanked the Commission for welcoming him and listening to his speech.

9. Adjournment

MOTION 1801:07

Commissioner Libby made a motion to adjourn.

Motion carried by unanimous voice vote.

Meeting adjourned at 10:50 am.

In accordance with The Sunshine Act, a notice announcing this meeting was placed in the Centre Daily Times on January 7, 2018.

Minutes submitted by Ian Rowles, Recorder, PBPP